

## **REQUEST FOR PROPOSAL**

### **DEMOLITION OF 6619 16<sup>TH</sup> ST AND 1535 CLARENCE IN THE CITY OF BERWYN**

**NOTICE TO PROPOSERS:** Sealed proposals will be received at the Office of the City Clerk, until the time and date specified below for:

#### **DEMOLITION AND TREE REMOVAL SERVICES**

RFP packets are available at the City Clerk's Office, City Hall, 6700 W. 26<sup>th</sup> Street, Berwyn, IL 60402.

**ADDRESS PROPOSALS TO:** Attention of the City Clerk's Office, City Hall, 6700 W. 26<sup>th</sup> Street, Berwyn, IL 60402, on or before 12:00 p.m., on December 13, 2010. Proposals shall be sealed and clearly marked on the front "**Proposal for Demolition & Tree removal Services.**" **FAXED PROPOSALS WILL NOT BE ACCEPTED.**

**PROPOSALS ARE DUE NO LATER THAN:** 12:00 p.m., on December 13, 2010. Proposers shall submit four (4) copies of their proposal. Bids will be opened and read aloud at 8:00 pm during the December 14, 2010 City Council meeting.

The City of Berwyn is not responsible for delays occasioned by the U.S. Postal Service, the internal mail delivery system of the City of Berwyn, or any other means of delivery employed by the bidder. Similarly, the City of Berwyn is not responsible for, and will not open, any bid responses which are received later than the date and time stated.

**Walk Thru of City Buildings:** A walk thru of all city buildings that are on the demolition bid will take place Wednesday, December 9<sup>th</sup>, 2010 at 10:00 am starting from 6619 16<sup>th</sup> St, Berwyn, IL 60402.

**QUESTIONS:** All questions and clarifications regarding this Request for Proposal must be submitted no later than 12:00 pm. December 10, 2010 by e-mailing the following City Representative:

Frank Simek  
Assistant Fire Chief  
fsimek@ci.berwyn.il.us  
(708) 484-1645 ext 3601

By Order of the Mayor and City Council

S:// Thomas J. Pavlik, City Clerk